CAMBRIDGE
International Education

Guidance on the Administration and Online Submission of World Literature Coursework

Cambridge IGCSE™
World Literature 0408

Use this guidance for exams in 2028, 2029 and 2030.
Exams are available in the June and November series.



Version 1

For the purposes of screen readers, any mention in this document of Cambridge IGCSE refers to Cambridge International General Certificate of Secondary Education.

Cambridge Pathway

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Private candidates cannot enter for this syllabus.

Guidance on preparing and submitting coursework

These instructions are for teachers and exams officers responsible for Cambridge IGCSE World Literature. This document provides guidance on preparing and submitting coursework to Submit for Assessment.

This document should be read in conjunction with the syllabus and information published on the samples database: www.cambridgeinternational.org/samples

You must **not** send hard copies of candidates' work to Cambridge. Instead, candidates will produce work digitally, or you will scan and organise candidates' work in a digital format, for exams officers to upload to Submit for Assessment.

You must mark your candidates' coursework and submit marks to Cambridge. The coursework component is externally moderated. Submit for Assessment will identify candidates to be submitted in the sample and generate an automatic email listing these candidates.

Submit for Assessment is compatible with Windows and macOS operating systems. For more information on file sizes, formats and file naming conventions, see the section on **Submitting coursework**.

You can find more information on using and accessing Submit for Assessment on our website **www.cambridgeinternational.org/submit-for-assessment**

When to upload coursework to Submit for Assessment

Your exams officer must upload your candidates' work to Submit for Assessment according to the submission deadlines on the samples database **www.cambridgeinternational.org/samples**

You should set internal deadlines to allow sufficient time to internally assess your candidates' work and prepare the sample for online submission to meet the deadline set by Cambridge.

Preparing candidates' work

Work should be prepared for submission in one of the following ways:

- Candidates produce work in a digital format using a word processor. Each final essay should be saved or exported as **one .pdf file per essay** for upload to Submit for Assessment. See **Submitting coursework** guidance for further details.

  Candidates may use any software to prepare the digital files, but all files must be saved or exported in .pdf format for upload to Submit for Assessment.

- If candidates submit hard copy essays to their teacher, it is the responsibility of the centre to scan the essays at the end of the course before the submission deadline. All scanned work must be combined and then saved or exported as **one .pdf file per essay** for upload to Submit for Assessment.

For each candidate, **one .pdf file per essay** should be prepared for submission. The maximum file size for the .pdf file is 25 GB.

It is the centre's responsibility to ensure that the work of each candidate is complete and prepared correctly for upload according to these instructions. Once you submit coursework on Submit for Assessment, this is what we will moderate. We will not accept any replacement work that you update or amend after your original submission.

Teacher annotations / comments

It is essential that internally assessed coursework assignments are annotated by the teacher awarding marks to show how and why credit has been awarded. An annotation should clearly relate to the assessment criteria and use phrases and levels from the mark scheme. Annotation is very important in supporting the external moderation process because it helps to explain the mark you have given. In the majority of cases, annotations will be added digitally.

If hard copy coursework has been submitted by a candidate for marking, and the work has been marked and comments added by hand, it is important to ensure that any handwritten comments are clear and easy to read once the page has been scanned and converted to a .pdf file for submission.

Submitting coursework

Key points

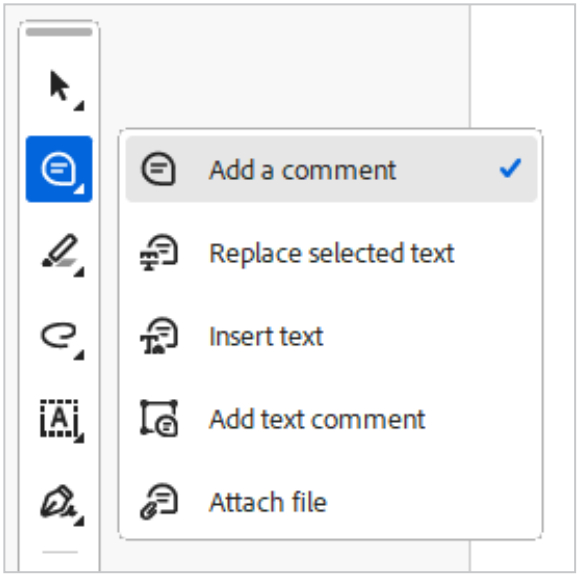
- Two .pdf files should be submitted for each candidate in the sample. One 'Critical essay' and one 'Empathic essay'.
- The maximum file size for each .pdf file is 25 GB.
- The work must **not** be edited by the teacher before submission.
- All work to be externally moderated must be included in the submission uploaded to Submit for Assessment. No work should be hosted on external sites or require access via a hyperlink.
- Do not submit zip files.
- We recommend using the following naming convention:
  - Series_SyllabusNumber_ComponentNumber_CentreNumber_CandidateNumber_Essay name
  - e.g. June2028_0408_01_AB123_0081_Critical essay
  - e.g. June2028_0408_01_AB123_0081_Empathic essay
- The CASF must be uploaded in the 'Coursework Assessment Summary Form' section (the marks for all candidates at the centre must be included on this form).
- For each candidate, upload each .pdf file to the relevant section: 'Critical essay' or 'Empathic essay'.
- For each candidate, upload the ICRC in the 'Individual Candidate Record Card' section.
- The 'Supporting materials' section is **not** used.
- You can log into Submit for Assessment and add files gradually, rather than all at once. All the work you upload to Submit for Assessment will be saved automatically.
- Once the work of **all** candidates in the sample has been uploaded, press the 'Submit' button. It is not possible to make any changes to uploaded work after this button has been pressed.

Guidance for teachers on how to add comments to a .pdf file

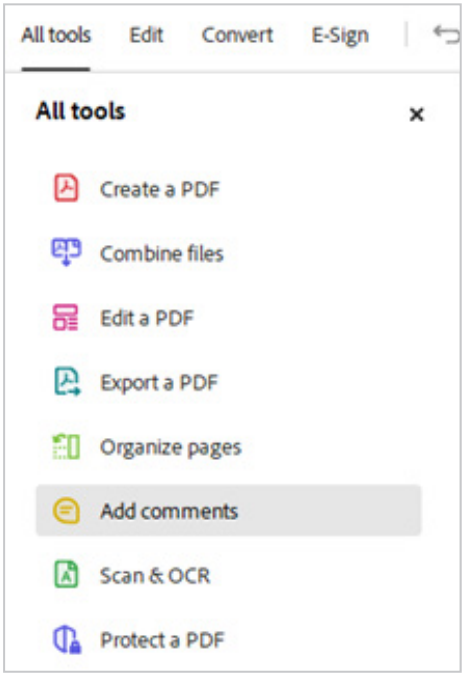
These instructions show how to add comments with Adobe Acrobat, although other software can also be used.

Open the .pdf file and select the Comment tool by either using the comment toolbar (shown in 1 below), or by going to the 'All tools' menu and selecting 'Add comments' (shown in 2 below).

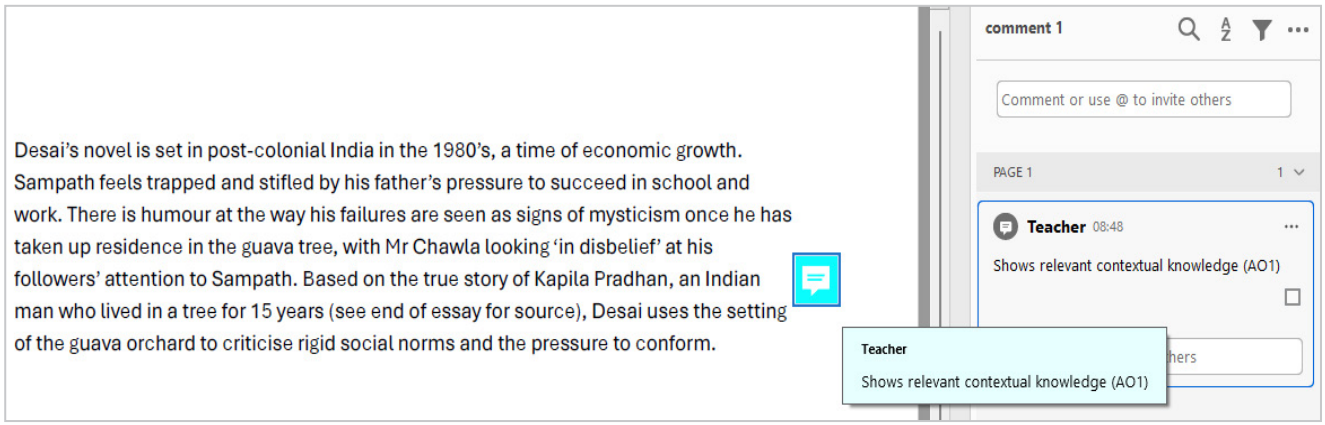
1

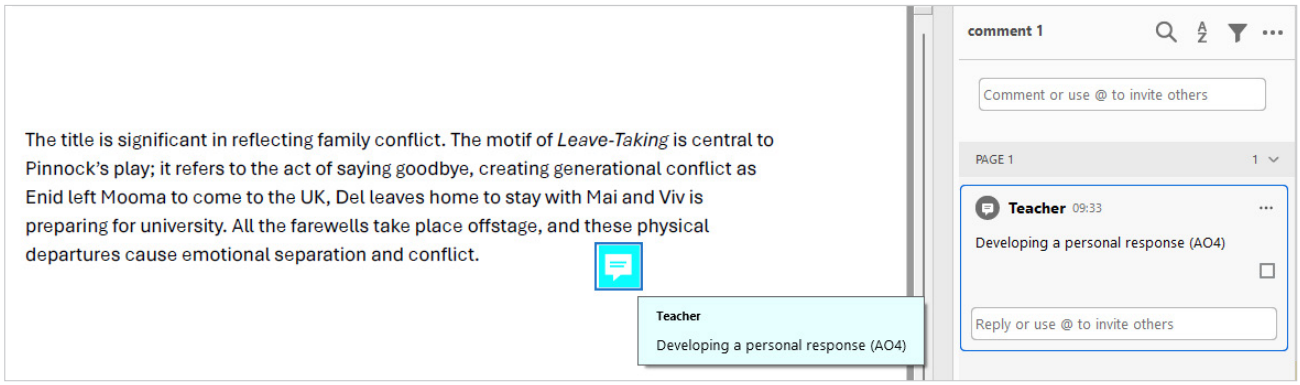


2

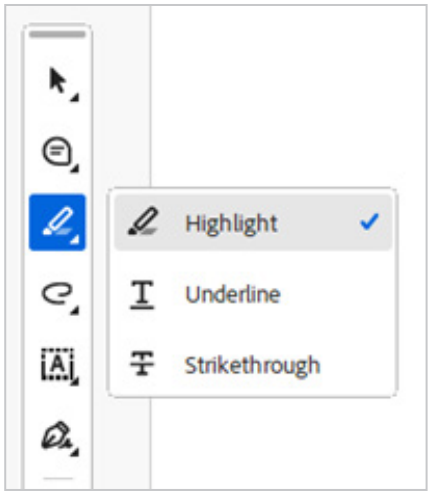


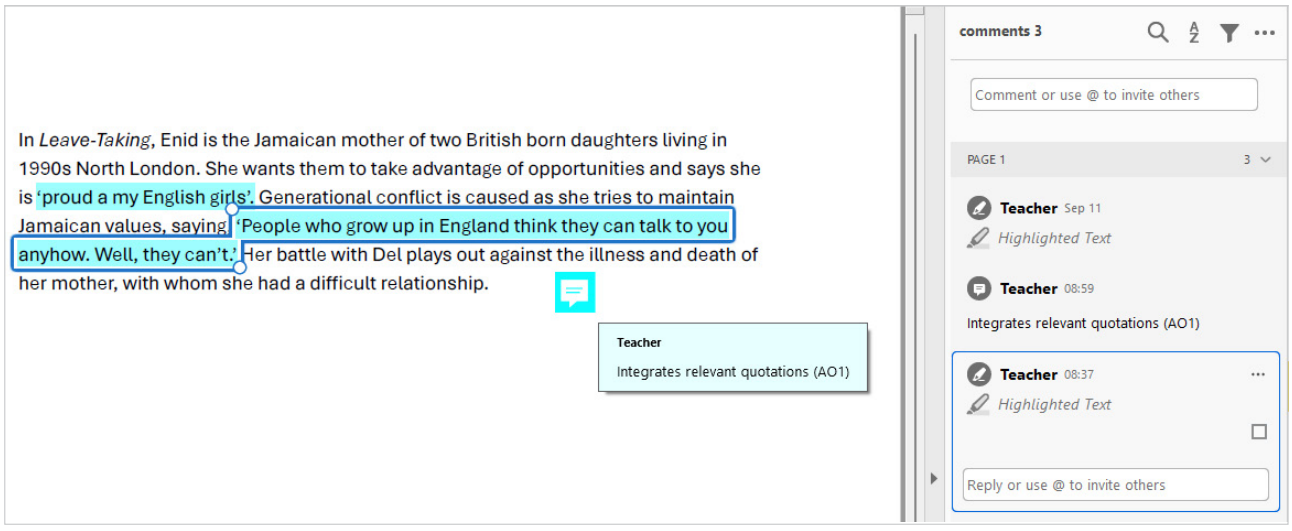
You can add a comment by placing the  next to the relevant text either in the margin or in the body of the text, as shown below:

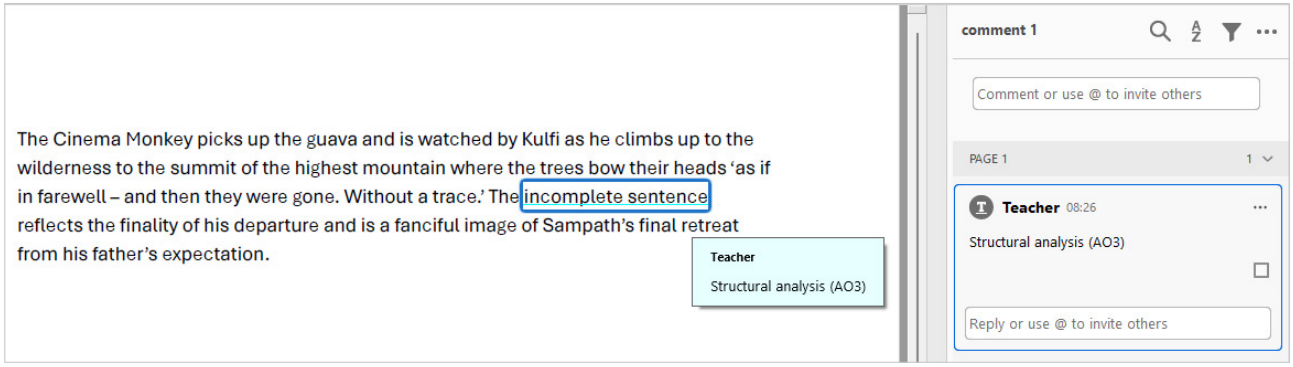


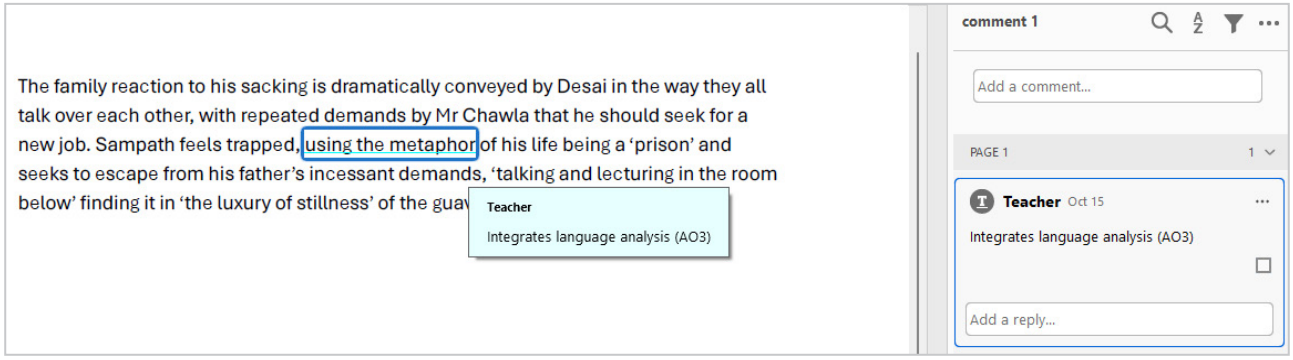


You can also highlight or underline content if you want to show that this relates to a marking point.








The family reaction to his sacking is dramatically conveyed by Desai in the way they all talk over each other, with repeated demands by Mr Chawla that he should seek for a new job. Sampath feels trapped, using the metaphor of his life being a 'prison' and seeks to escape from his father's incessant demands, 'talking and lecturing in the room below' finding it in 'the luxury of stillness' of the guav
Teacher
Integrates language analysis (AO3)
comment 1
Add a comment...
PAGE 1
1
Teacher Oct 15
Integrates language analysis (AO3)
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School feedback: ‘While studying Cambridge IGCSE and Cambridge International A Levels, students broaden their horizons through a global perspective and develop a lasting passion for learning.’

Feedback from: Zhai Xiaoning, Deputy Principal, The High School Affiliated to Renmin University of China

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